Board Meeting April 16-17, 2002

STATE OF CALIFORNIA

## CALIFORNIA INTEGRATED WASTE MANAGEMENT BOARD

**Base Year Modification Request Certification** 

Part 1: Generation Study - No Extrapolation Diversion Data

To request a substitution for a previously approved base year used in calculating the diversion rate for your jurisdiction, please complete and sign this form and return it to your Office of Local Assistance (OLA) representative at the address below, along with any additional information requested by OLA staff. When all documentation has been received, your OLA representative will work with you to prepare for your appearance before the Board. If you have any questions about this process, please call (916) 341-6199 to be connected to your OLA representative.

Mail completed documents to:

**General Instructions:** 

California Integrated Waste Management Board Office of Local Assistance 1001 I Street, (MS-25) PO Box 4025 Sacramento, CA 95812-4025

Please select the <b>ONE</b> choice below that best explains your request to the Board.
☐ 1. Use a recent generation-based study to calculate our current reporting year
generation amount, but not officially change our existing Board-approved base year.

2. Use a recent generation-based study to officially change our existing Board-approved base year to a new base year.

The shaded cells on these sheets are protected. If you have problems using these sheets, please contact your Office of Local Assistance representative by calling (916) 341-6199.

All respondents must complete this s I certify under penalty of perjury t knowledge, and that I am authori	hat the information	in this document			1987 1 11 111 19 19 1 1 1 19 19 1 1 1 1 1 1
Jurisdiction Name		County			
Portola Valley		San Mateo			
Authorized Signature		Title			
Type/Print Name of Person Signing		Date		Phone (	) Include Area Code
Person Completing This Form (please prin	t or type)	Title		<u> </u>	
	<u>.</u>				
Affiliation:					
Mailing Address		City	State		ZIP Code
E-Mail Address				1	

Section II: Information for New Generat	ion-Based Stud	y for Existing or New Base Year	
Attach additional sheets if necessary—	reference each	response to the appropriate cell num	nber (e.g.,"4").
Note: New base years must be representa	ative of a jurisdict	ion's disposal and diversion	,
Current Board-approved existing base		2. Proposed new generation-based stu	ıdv vear
1991		1999	lay your.
		1000	
3. Explain how the proposed generation s	tudy year is repre	sentative of average annual jurisdiction	n disposal and diversion:
1999 was a normal and representative year	ar for disposal an	d recycling, in that there were no singu	ılar projects or events that
significantly impacted the amount of waste			
4. Enter diversion rate information belo	w.		
Diversion rate calculated using		Diversion rate calculated using	
existing base year	a43 %	new generation-based study	b. 27 %
For existing base year		For new generation based study	12.37
pounds/person/day based on		pounds/person/day based on	
generation	5.89	generation	
Residential Non-Residenti	a	Residential Non-Resid	ential
generation 48 % generation	52 %	generation 48% % generati	on <u>52%</u> %
Population existing generation-based s	tudy 4160	Population new generation-based s	tudy 4600
5. If there is an increase from 4a to 4b, ple	ase explain how	the new diversion rate is consistent wit	h your
current diversion implementation efforts. If			
pounds/person/day, please explain how th	is is consistent w	ith your current diversion implementation	on efforts and provide any
examples (e.g., change in jurisdiction's de		·	
In light of the negative aspect of the State			
Waste Generation Study. The Town is for there are no other numbers available. The			
made significant progress in implementing			
curbside collection program to include all			
positional program to moldac and	ccyclable paper	and beverage containers and used mor	.or on.
6. If the difference between the proposed	divorcion ratas in	As and the greater than E accounts	
the specific reasons for the difference. (Fe	uiversion rates in	4a and 4b is greater than 5 percentage	points, piease explain
		_	·
Portola Valley has had problems with accurate is grossly understated and the landfill operator	is inaccurately eta	d analysis. We believe that the base year of	Jata for self-hauled materials
Mateo County and the landfill operator to resol	ve these issues. In	addition the Town has implemented new r	rograms such as expansion
of cubside recycling, yard waste pick-up/comp	osting programs, C	&D Ordinance mandating the recycling/reu	ise of seventy percent of
materials generated from building projects in T	own, and Debris E	Box Franchising, that requires the same sev	enty percent diversion as
C&D ordinance.			

				orms/rytnmdrq.doc)	
7549	Total			b. All tons claimed are from a 100 percent audit of hauler and self-haul tonnage. (Please complete Reporting Year Tonnage Request and Modification Certification Sheet found at www.ciwmb.ca.gov/LGCentral/Forms/rythmdrq.doc)	Reporting Year Tonnage Modification Request and Certification sheet found at www.ciwmb.ca.gov/LGCentral/Forms/rytnmdrq.doc)
6014	Non-Residential	complete the required tables.	explanation required. Go to Section 8.)	innage. (Please complete Reporting Y	ete Reporting Year Tonnage Modificati
1535	Residential	is your disposal data and	sal Reporting System (No	dit of hauler and self-haul to	e corrected. (Please compl
7. Disposal Tonnage (enter values):		Please select the ONE choice below that best explains your disposal data and complete the required tables.	<ul> <li>a. All tons claimed are from the Board's Disposal Reporting System (No explanation required. Go to Section 8.)</li> </ul>	b. All tons claimed are from a 100 percent auc	c. Some Disposal Reporting System data were corrected. (Please complete

8. In the table below, list the summarized diversion activities, and diversion data records that support your claim and are available for Board audit. Note: The Board expects the jurisdictions to be able to provide all back-up documentation, if requested. Include type of record and location—for example, weight tickets from transfer stations. This section should capture all diversion tonnage (form will perform all addition calculations). If any diversion is from restricted wastes, agricultural wastes, inert solids [e.g., concrete, asphalf, dirt.] white goods, and scrap metal, please identify those programs/waste types and fill out Section 10. Please mark as Attachment 8 all copies of survey forms.

\*Please provide detailed Non-Residential waste information in Section 9.

Note: The Board has indicated that it will be scru	tinizing total source	e reduction amounts greater than 5% of total gener	Note: The Board has indicated that it will be scrutinizing total source reduction amounts greater than 5% of total generation. Please be prepared to provide additional details subsantiating your claim.	s subsantiating your claim.
Please use the Board's program types. The program type glossary is online at: (A) www.clkmb.ca.gov/LGCentral/Paris/Co.des/Reduce.htm	Total Centernion  Total Centernion  (ATotal  Centeration)	Actual total (Assurer effection) Specific Material (Yorkin) Linding Social Ministry Constitution (Assurer effection) (Assurer effection)		
Residential Source Reduction Activities				
Backyard compositing	%0°0	Green and food waste	Used data from a resident survey showing an average of 306 pounds per year per resident. Used the actual number of respondents (13) because the extrapolation was not statistically valid.	Survey of 41 residents. Environmental Planning Consultant (EPC).
Grassovcling	%10	Grass clippings	Appendix J-1 of CIWIMB Diversion Study Guide (DSG) conversion factor 350 pounds per 1000 sq ft.	Survey of 41 residents. EPC.
Other Residential Source Reduction (list each program separately)	rogram separately			
Thriff Store Donations	%00 <b>6</b>	Household Items	Residents were asked to estimate the quantities of material they donated within the last year. EPC weighed bags and boxes of donated items. Paper bag full=7.5 pounds. Plastic garbage bag full=15 pounds. Box full=20 pounds. For larger items, they used Appendix J-1 of DSG.	Survey of 41 residents. EPC.
Garage Sales		Household Items	Residents were asked to estimate the quantities of material they sold within the last year. EPC weighed bags and boxes of items. Paper bag full=7.5 pounds. Pastic garbage bag full=1.5 pounds. Bos full=20 pounds. For larger items, they used Appendix J-1 of DSG.	Survey of 41 residents. EPC.
Enter program name	%0 O			
Enter program name	960'0			
Subtotal, Residential Source Reduction 12	0.1%			
Residential Recycling Activities	A. C.	11. One of the state of the second of the se		
Curbside Recycling 743	7.1%	Newspaper, mixed paper, beverage containers	Actual weight	Waste and recycling hauler records
Buyback Centers				

	A DOCUMENT AND THE PROPERTY OF STATE OF THE PROPERTY WITH STATE OF THE PROPERTY OF THE PROPERT					
Chief Residential Recycling list sections   Chief Residential Recycling   7.45   7.45   Chief Residential Recycling   Chief Residential Composition   Chief Residential Chief Residentia	118	1.0   Communication   Commun	The control of the	Actual two   Poster Secretarion   Poster   Pos	Foundation   Property   Process	Train   Park   Property   Park   Pa
13	10   1.00   1.	1	Actual tons   National Principle   Specific Conversion   Facility   National Principle   Specific Conversion   Facility   National Principle   Princ	Actual two Return (or Construction   Specific Minimal Types)   Lat Generation while per materials   Specific Conversion   Specific	Train June   Propries   Proprie	Train   Train   Property   Prop
13	11-0   1-10	TACK	1.   Actual from   National Properties   Secretar Conventions   Se	Actual tons   Native Petront (Construction   Facility Construction   Facilit	Actual Iron   Native Preprint   Specific Convertion   Especific Co	Acousting   Acou
118	116	1   10   1   10   1   10   1   10   1   1	Actual from   National Actual   District	Actual two   Politic Secretic district of Theoly Lat Generation while the materials   Specific Conversion Freate Uses   Figure 1976   Politic Conversion	Actual tree   Post Control   Post	Accounter   Present to Secret it shares   Triangle   Control   C
13	1   10   10   10   10   10   10   10	1.00   Committee	Actual trans   National Actual   Specific Conversion   Specific	Actual two   Posterior Petrophy   Specific Ministral Types of Euchonomy which per materials   Specific Communication   Posterior Petrophy   Posterior Petr	Adual Iron   Native Price   Case	Acouston   Preserve
118	110   10%	Total Current Control	Actual from Trade Conversion (19 Specific Relative 17 Typis) (List Actual Principle Instituted (19 through the Principle) (19	Actual from The direct effects the final of the property of the control of the property of the control of the property of the control of the	Actual treat Peters Present of Specific Actual Type () Edit General Present of Peters Present Convertion Peters Present of Peters Present Pet	Actual tree Program Repairable (Sprink Make) (Education) and Secure)  (2)  (2)  (3)  (4)  (4)  (4)  (4)  (5)  (5)  (6)  (7)  (7)  (7)  (7)  (7)  (7)  (8)  (7)  (8)  (8
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Diversion Activity	Actual tons	Relative Percent to	Specific Material Type(s)	Specific Conversion Factor Used (if any) and Source	Type of Record and Location of Record
		lotal Generation			
Please use the Board's program types.		(A/Total			
The program type glossary is online at:	3	Generation			
www.cwmb.ca.gov/LGCentral/Pans/Co					
des/Reduce htm					
Recycling					
Non-Residential Waste Audits*	28	0.3%	See Section 9	See Section 9	See Section 9
Other Non-Residential Recycling (list each program separately)	st each prograi	m separately)			
C&D					
	102	1.0%	Construction debris	Actual weight	Survey of nine contractors
Enter program name		10 10 10 10 10 10 10 10 10 10 10 10 10 1			
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Subtotal Non-Residential Recycling	Š	X			
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Other Non-Residential Composting (fist each program separately)	(Ilst each prog	ram separately)			
Landscapers	115				
		1.1%	Green and wood waste	Various Landscapers calculations	EPC surveyed landscapers that provide service in Town
Enter program name					
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Subtotal Non-Residential	200000000000000000000000000000000000000				
Composting	67	15%			
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Residential Mon. Desidential		2			
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	499	4.8%	Greenwaste	Actual weight	CIWMB's DRS records
Studge					
Scrap Metal					
Candfill Salvage					
Subtotal Residential					
Non-Residential Diversion	499	4.8%			
Total Res/Non-Res Source Reduction					
OIS	104	% 9 .			
Total Diversion Tons	2846	27.4%			
Total Disposal Tons from Sec.7	7549	72.6%			
	4000 X				
Color of the state	26501				
Divorsion Rate	2070		The state of the s	TALT THE STREET	
THE PROPERTY OF THE PARTY OF TH	19.00 M 19.00 CO.				

Please complete this table for the top 10 non-residential generators that were surveyed. List each non-residential generator separately from largest to smallest, based on total diversion tons. Audit reference number ties to your audit sheets

(Table will perform all addition calculations)

	11.5%	1190.724	1074.72	28.244	87.76	Iolals	Tor	
0	0.0%	5,194		4	2	Greenwaste recycling, paper, cardboard	14	Professional Services
0	0.0%	98		0	(J)	Pallet source reduction, miscellaneous donations, redering	13	Professional Services
0	0.1%	5.74		1	5	Pallet reuse, paper	12	Winery
0		8.92			9	Grasscycling, clothing	7	Church
0	0.1%	11.49		6	6	Rendering, cardboard, damaged goods	5	Grocery Store
0	0.1%	13.2			13	Grasscycling	10	School
0	0.2%	18.05		18		Glass bottles, grease	9	Hotel
0	0.5%	48.95			48	Grasscycling, clothing donation, Chipping/mutching	6	School
0	3 7%	385 4	385			Horse Manure	4	Stables
0	6.6%	688.8	689			Horse Manure	3	Stables
Survey Metho Phone (P) Mail (M) On-site (O) Other	Total Total n n al	sion	Composting lons	Recycling ions	Source Reduction Tons	Specific/Major Diversion Activities Include Material Type (e.g., paper recycling, grasscycling) (List activities on one line)	Audit Reference Number	Type of Non-Residential Generator

diversion activity and material type and associated tonnage for each diversion activity/material type, and applicable conversion factors/sources. Include copies of survey Also provide an attachment 9 which includes all of the generators surveyed. Include for each generator (use type of generator in lieu of specific business name)

Summarize the non-residential diversion activities for the top 10 generators quantification methodology, and applicable conversion factors and sources (e.g., cardboard recycling: quantified by monthly tonnage receipts provided by the contact person at the business)

a year. Business 2: 47 horses @ 8.2 tons of horse manure a year draft of Appendix J-1 of Diversion Study Guide. All of the horses in the town's commercial stables are large horses. Business 1: 84 horses @ 8.2 tons of horse manure Horse Manure Composting. The conversion factor of 8.2 tons of horse manure for a large horse per year is within the range of 7.3 to 10.9 tons per year listed in an early

field @360 feet by 210 feet @ 7.62 tons per acre. Business 7: 1 acre Grasscycling: The tonnage for grasscycling was calculated by multipling the number of acres by 7.6 tons per acre per year. Business 3: 6 acres. Business 5: Soccer

Glass bottle recycling. Business 4: Actual weigh of glass bottles recycled

producing 1.5 55-gallon drums per week @ 150 lbs. per drum. Business 9 : Actual weight from tallow company Rendering recycling: Business 4: Actual weight. Business 6: The store manager verified the number of drums. The weight for rendering recycling was based on

Business 10: 900 boxes per year @ 2.2 lbs per box. Cardboard source reduction: Business 6: Store managers' provided number of boxes source reduced as 400 boxes a month @ 2.2 pounds per box.

Pallet reuse: Business 8: 21 pallets a month @ 40 pounds a pallet. Business 9: 12 pallets a month @ 40 pounds a pallet.

26 times a year @ 20 lbs per bag. Clothing donations. Business 3: 8 cubic yard container of clothing @ 225 lbs. per cubic yard @ 3 donations a year. Business 7: 5 bags of clothing every two week @

Chipping and mulching. Business 3: 20 cubic yards of branches per year @ 47 lbs per cubic yard

Damaged Goods. Business 6: Business estimate confirmed by store manager.

Paper. Business 8: Business estimate confirmed by store manager. Business 10: Business estimate confirmed by store manager.

Miscellaneous donations. Business 8: Business estimate confirmed by store manager.

- 10. For each restricted waste type (i.e., agricultural waste, inert solids, [e.g. concreter, asphalt, dirt, etc.] scrap metals and white goods [PRC section 41781.2]) and associated program, please provide the following information:
- a. If the diversion program started on or after January 1, 1990, complete the following table.

**Note**: program name refers to one specific diversion program for that waste type (e.g., "Diversion conducted by city public waste dept.".

Restricted Waste Ty	ре	Specific Program Name	Year Started	Tonnage
Inert Solids		C&D waste processed at Zanker Road processing facility	1998	102
Inert Solids	_	C&D waste reuse by Portola Valley construction Contractors	1998	3
Pull Down for Waste Types	•			
Pull Down for Waste Types	•			
Pull Down for Waste Types	•			
Pull Down for Waste Types	~			

- **b.** If the diversion program started before January 1, 1990 and if documentation on the program and waste type has not been approved by the Board on a separate sheet marked "Attachment 10b", provide the documentation that indicates:
- How the diversion was the result of a local action taken by the jurisdiction, which specifically resulted in the diversion (PRC sec. 41781.2 [c] [1]).
- That the amount of that waste type diverted from the jurisdiction in 1990 was less than or equal to the amount of that waste type disposed at a permitted disposal facility by the jurisdiction in any year before 1990. (**Note**: this criterion is applicable to the entire jurisdiction, not to individual programs (PRC sec. 41781.2 [c] [2]). Please include documentation.
- That the jurisdiction is implementing, and will continue to implement, the diversion programs in its source reduction and recycling element.

Note: If documentation for a waste type and program has already been approved by the Board, you do not	t have to
provide an attachment 10b for that waste type and program.	
Instead please provide date of Board approval of previously submitted information.	(Date)
If documentation is not available, go to 10d.	

c. If the diversion program started before January 1, 1990, and the documentation requested in 10b is available (but not yet approved by the Board), complete the table below for each program claimed:

Restricted Waste Type

Pull Down for Waste Types

d. If the diversion program started before January 1, 1990, and the documentation requested in 10b is not available, please complete the table below for each program claimed. **Note**: Only the difference between the new base year/reporting year and 1990 can be counted in the diversion rate calculation.

Restricted Waste Ty	ре	Specific Program Name	New Base Year or Reporting Year Tonnage	1990 Diversion Tonnage	Difference
Pull Down for Waste Types	<b>-</b>			-	
Pull Down for Waste Types	<b>-</b>				
Pull Down for Waste Types	₩				
Pull Down for Waste Types	•				
Pull Down for Waste Types	▼ _				
Pull Down for Waste Types	•				

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					DIVERS	DIVER	ממי אות	NEC I CELLIO, E	RECYCLING		DIVE						Medical Offices	Veterinarian	Government	School	Profesional Services	Government	Medical Offices	Profesional Services	Nursery	Real Estate	Automotive Services	Retail	Retail	Automotive Services	Health Clinh	Velerinarian	Rank	Protection	Netali Netali	Nursery	Church	Profesional Services	Profesional Services	Winery	Profesional Services	School	Hotel	Retail	Church	School	verocery Store	Numble	Stable		Portola Valley Non-Residential Diversion Survey Results	A	*
% DIVERSION	TOTAL GENERATED	TOTAL DISPOSAL	TOTAL DIVERSION	DIVERSION, ADC	DIVERSION, I own C&D Permits	DIVERSION, 10wn Government	DIVERSION, Lanuscapels	VEDSION Lands	RECYCLING DOC Beverage Containers	DIVERSION, Residential	DIVERSION, Non-Residential /06+74-5-			TOTAL STATE	TOTAL WEIGHT (TPV)																								-						-					#:  T_	csidential Diver		 
NOIS	ATED	OSAL	(SION	A	Permits	rnment	capers	Salva Cr	tainers	dential	dential,	: :		. ()	T/QT/							10								-						-		25				85	į.	-		60				# FT Staff	S nois	.   c	-
6.6%			/30	3	195	÷				512	106474.5	SR			174							0.06	0.17		0.34	0.36	0.47	0.24	0.54	0.65	0.44		9.00	0 65	1.53	3.40	3.88	3.69	4.78	5.24	1.29	9.49		19.06	20.07	49.51	48.35		0.03	SR	JI'yey K	, [	_
7.6%			843							743	28.2	<u> </u>		100	<b>%</b> (.								i					0.23			0.30	0.75	0.92	0 <b>%</b>				1.20	0.20	0.30			18.05				5.85			RE	esults		٠,
11.9%			1,314							1076 118	ままむ	Г			1082						0.00			0.30											İ	1.33	1 23				5.20	<u>.</u>				0.51		1.0.40	688.80	00		-	ī
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	10,96	9 68%		34/8,		71 -		<i>,</i>	2		1,210.2	$\Gamma$	+				·     				0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.01%	0.01%	0.01%	0.01%	0.01%	0.01%	0.0276	0.04%	0.04%	0.05%	0.05%	0.06%	0.09%	0.16%	0.17%	0.18%	0.45%	0.49%	3,49%	6.24%		:	1	=
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AN plastic trays of relumed to h		1						**		3.26					27 PM
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	rš.	<b>X</b>								0.33					
AK magazines	<u> </u>	52	25							0 0 2.5					<u> </u>
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AII computer m	*	0.0375								0.04					
		0.225								30					
		0.39								0.39					
AF REPAIRS computer systems										0					:
AE misc. (lbs./yr.)															
AD pews. hardwood			3.4							3 3 200					
AC paperback po books ha				0.5616						1.08					
1 1 1			0.187	0.9724						1.87					7
AB hardback books				0.9											
AA clothing (cu-yd)										3.60					
Z clothing (# boxes)	13		0.28							2.18					
Y groceries (bags)										0.00					
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ter comp		000								30					 !
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3/18/20023:27 PM

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